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**UNITED STATES DISTRICT COURT  
FOR THE MIDDLE DISTRICT OF PENNSYLVANIA**

**JODY K. BUTTS, individually and  
as parent and natural guardian for  
RASHUN SUNCAR and LEQUINN BUTTS,  
Minors, and MARK A. MARTIN, JR.,  
individually,** : NO.: 1:00-CV-1893  
Plaintiffs : JURY TRIAL DEMANDED  
v. : *J. Connor*  
**CITY OF YORK, OFFICER CURTIS D.  
BEHM, OFFICER NICHOLAS W. FIGGE,  
and POLICE COMMISSIONER HERBERT  
GROCIK,** :  
Defendants : *HARRI*  
*SEP*  
*MARY E. D'AI*  
*Per*

## **UNSWORN DECLARATION OF KEITH RESSLER**

FILED  
HARRISBURG, PA  
SEP 10 2002  
RY E. D'ANDREA, CLERK  
Deputy Clerk

I, Keith Ressler, do hereby state under penalty of perjury pursuant to 28 U.S.C. §1746 that the following is true and correct based upon my personal knowledge:

1. I am currently Captain of the York City Police Department for the City of York, a position I have held since June 20, 1997.

2. The York City Police Department adopted a policy with respect to investigation of citizen complaints, General Order #89-001-03, "Investigation of Complaints," effective May 31, 1989. Pursuant to that policy, every Complaint or allegation of misconduct against a member of the Police Department will be thoroughly investigated and the results of the investigation reduced to a written report. Basically, all complaints are taken by the Department, a complaint form is given to the complainant for filling out, an interview by the Internal Affairs Inspector is arranged, and full

investigation of the entire matter is undertaken, including interviews with involved officers and witnesses. A true and correct copy of General Order 89-001-03 is attached hereto and marked as Exhibit "1".

3. In Pennsylvania, municipal police officer training is governed by state law. The legislature has enacted the Municipal Training and Education Law (Act 120 of 1974), which establishes the training requirements of all police officers employed by cities, towns, townships or counties throughout the Commonwealth.

4. The York City Police Department has established guidelines for the professional training of all police officers, General Order #99-010-13, "Police Training" effective April 12, 1999. A true and correct copy of General Order #99-010-13 is attached hereto and marked as Exhibit "2".

5. Upon employment as a police officer in the City of York, a new police officer undergoes a session of orientation training concerning the rules and regulations of the Department, their standard operating procedures, including detailed instructions in the rules of conduct and other applicable rules and procedures are reviewed with the new police officer.

6. In addition to the initial orientation, each new police officer must complete a minimum of 520 hours of basic training at a certified police academy, participate in an 18 week field training program under the tutelage of a seasoned officer; and attend mandatory, annual in-service updates and other training dealing with various other aspects of police work. True and correct copies of the training records of the involved officers are attached and marked as Exhibit #3.

7. The York City Police Department has established policies and procedures for the administration of discipline within the Department as set forth in General Order #88-001-03, "Administration of Discipline," effective May 1, 1988. General Order #88-001-03 sets forth how and under what circumstances discipline is opposed upon police officers. A true and correct copy of General Order #88-001-03 is attached hereto and marked as Exhibit #4.

8. The York City Police Department has adopted a policy for the use of force, General Order #99-001-002, a true and correct copy of which is attached hereto and marked as Exhibit 5.

9. There is no official or unofficial custom or policy of the City of York Police Department to deprive anyone of their constitutional rights. Nor does the City of York Police Department condone any violation of anyone's constitutional rights. We respect the rights of all citizens and vigorously investigate and root out any such violation when found.

Date: 06 Sep 2002



Captain Keith Ressler  
York City Police Department  
City of York

**CERTIFICATE OF SERVICE**

I, Donald B. Hoyt, Esquire, Assistant Solicitor for the City of York, do hereby certify that on this the 9<sup>th</sup> day of September, 2002, I am serving a true and correct copy of the attached **Unsworn Declaration of Keith Ressler** upon the person(s) indicated below, service by First-Class Mail, Postage Prepaid and Addressed as follows:

Peter B. Foster, Esquire  
Pinskey and Foster  
121 South Street  
Harrisburg, PA 17101

Frank J. Lavery, Jr., Esquire  
Lavery, Faherty, Young & Patterson  
The Kunkel Building  
301 Market Street, Suite 800  
P.O. Box 1245  
Harrisburg, PA 17108-1245



Donald B. Hoyt, Esquire  
Assistant City Solicitor  
Attorney I.D. #18061  
One Marketway West, 3<sup>rd</sup> Floor  
York, PA 17401-1231  
(717) 849-2250

 <b>CITY OF YORK, PENNSYLVANIA POLICE DEPARTMENT</b>		TYPE GENERAL	EFFECTIVE DATE 5/31/89	NUMBER 89-001-03
SUBJECT  Investigation of Complaints	DISTRIBUTION  All Police Personnel			
REFERENCE (a) <u>IACP managing for Effective Police Discipline</u> , pp. 156-171; (b) Gen0 81-003-02 "Rules of Conduct" (c) Gen0 88-001-03, "Administration of Discipline"	SPECIAL INSTRUCTIONS Cancel Gen0 79-004-03			NO. PAGE 1
Enclosure  Citizen Complaint Report	RE-EVALUATION DATE Self-canceling			

### I. PURPOSE

The accurate and unbiased investigation of complaints or allegations against members of a police department is one of the basic requirements of good law enforcement and effective public relations. Because the majority of our duties involve the regulation and control of human conduct, it must be expected that complaints will regularly be received from persons who feel that they have been subjected to unfair, unwarranted and occasionally criminal police actions. Regardless of its source, nature and apparent validity, each complaint must be thoroughly investigated and the complainant made aware of both the investigative process and the action taken, if any.

### II. POLICY

Every complaint or allegation of misconduct against a member of this department will be thoroughly investigated and the results of the investigation reduced to a written report.

### III. PROCEDURES

#### A. Receipt of Complaint or Allegation

##### 1. Oral

Any member receiving an oral complaint or allegation against a member in person or by telephone will immediately refer the complainant to his or her superior officer.

a. Immediately upon receiving a complaint from a citizen, a superior officer will complete a Citizen Complaint Report (enclosure (1)) and obtain the complainant's signature thereon. The officer will then attempt to resolve the complaint by calling the member(s) involved to the station to discuss the matter with the complainant. In most cases, such a discussion will be the only action required to satisfy a complainant and resolve the matter without further investigation.

	CITY OF YORK, PENNSYLVANIA POLICE DEPARTMENT	TYPE General	EFFECTIVE DATE 4/12/99	NUMBER 99-010-13
SUBJECT	Police Training		DISTRIBUTION All Police Officers, Mayor, Solicitors	
REFERENCE	(a) Standard 7.4 "Training" <u>Standards Relating to the Urban Police Function</u> , American Bar Association; (b) Sec. 16 "Training," <u>Report On Police Natl. Advisory Comm. On Criminal Justice Standards and Goals</u> ; (c) Chapter 3, "Police Training"; <u>PA Standards for the Criminal Justice System</u> ; (d) Act No. 120 "Municipal Police Education and Training Program," Commonwealth of PA; (e) Unit 7C, "Field Training Procedures." <u>IACP Police Reference Notebook</u> , 2 <sup>nd</sup> ed.		SPECIAL INSTRUCTIONS Replaces GenO 95-002-13 dtd 11/1/95	
ENCLOSURE None	RE-EVALUATION DATE 4/12/00			NO. PAGES 3

## I. PURPOSE

To establish guidelines for the professional training of all police officers.

## II. POLICY

This department has a legal and moral obligation to provide the highest standard of professional police service to City of York. In order to fulfill this responsibility, it is essential that all police officers be professionally trained to perform their duties. National standards for police training have been established by references (a) and (b), and standards for police training in the Commonwealth by reference (c). This department will develop and implement professional training programs meeting or exceeding these standards for all levels of personnel.

## III. PROCEDURES

### A. Preparatory Training

The probationary year of employment will include a lengthy training period consisting of the following phases:

#### 1. Initial Orientation

This phase will commence immediately upon employment and continue until new officers are assigned to a police academy for basic training. The purpose of this phase is to provide officers with a comprehensive introduction to the City and departmental organization, rules and procedures. New officers will be briefed by the Mayor, all department heads and police division commanders, attend a City Council meeting, visit County Control, and receive detailed instructions in the Rules of Conduct and other applicable rules and procedures. Some orientation training may continue immediately after graduation from ACT 120 program.

#### 2. Basic Training

This phase will commence upon completion of initial orientation and continue for a period of



SUBJECT

DISTRIBUTION

Capt. Ressier, Swartz, Lts. McClain, Vangreen, Sullivan, Arnold, Veseth, Barbara Buchanan, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons

## TRAINING ASSIGNMENT

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO PAGES

1

The following personnel will attend training entitled

### Spring Firearms Qualifications

Location : County FOP Range

Date : Friday June 8, 2001

Time : 8:00 AM to 4:00 PM

Sgt. Roy Kohler  
 Sgt. Daniel Aikey  
 PO Alan Good  
 PO Nicholas Figge  
 PO Jennifer Harrison  
 PO Larry Lawrence  
 PO Derek Hartman

Herbert F. Grofcsik  
 Police Commissioner



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

	TYPE	EFFECTIVE	NUMBER
SUBJECT	<b>SPECIAL</b>	<b>01/24/01</b>	<b>01-019.20</b>
<b>TRAINING ASSIGNMENT</b>			
REFERENCE	SPECIAL INSTRUCTIONS		
ENCLOSURE	RE-EVALUATION DATE	NO. PAGES	
		1	

The following personnel will attend training entitled

**AED Training**

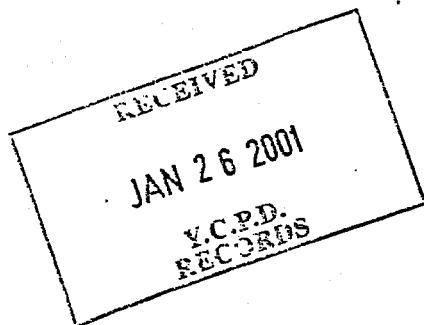
Sponsored by the American Heart Association

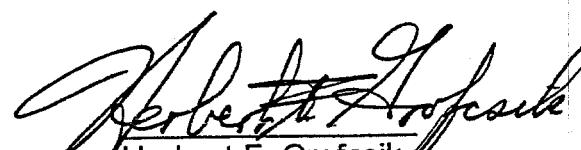
Location : Country Club of York  
1400 Country Club Road  
York, PA

Date : February 2, 2001

Time : 8:00AM to 10:00AM

Lt. Ronald McClain  
Det. William Follmer  
Cpl. Kevin Wharton  
PO William Wentz  
PO Hugh Poole  
PO Steven Nicholas  
PO Nicholas Figge  
PO Scott Nadzom  
Crime Prevention Officer Kate Seitz Bortner



  
Herbert F. Grofcsik  
Police Commissioner



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

 <b>CITY OF YORK, PENNSYLVANIA POLICE DEPARTMENT</b>		TYPE <b>SPECIAL</b>	EFFECTIVE DATE <b>08/07/00</b>	NUMBER <b>00-083.20</b>
<b>SUBJECT</b>  <b>TRAINING ASSIGNMENT</b>	<b>DISTRIBUTION</b> Capts. Ressler, Swartz, Lts. McClain, Downing, Vangreen, Stabley, Sullivan, Arnold, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons			
<b>REFERENCE</b>	<b>SPECIAL INSTRUCTIONS</b>			
<b>ENCLOSURE</b>	<b>RE-EVALUATION DATE</b>			<b>NO. PAGES</b> 1

The following personnel will attend training entitled:

## Mandatory In Service Training 2000

# Legal Updates

## Survival Tactics for Injured Officers

## Case Preparation for Summary Trials and Preliminary Hearings

Location : Lincoln Way Fire Company  
300 East Berlin Road

Dates and Hours : September 18th 0800 hrs. - 1630 hrs.  
September 19th 0830 hrs. - 1600 hrs.

Lt. Vangreen (OIC)  
Sgt. Blemier  
Cpl. Concepcion  
Cpl. Lowe  
Det. Camacho

Det. Spence  
PO Figge  
PO Kelly  
PO Tison  
PO Wesnak

Herbert F. Grofcsik,  
Police Commissioner



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SPECIAL

08/26/99

99-106.20

SUBJECT <b>TRAINING ASSIGNMENT</b>	DISTRIBUTION Capts. Ressler, Swartz, Lts. McClain, Downing, Vangreen, Stabley, Sullivan, Arnold, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons	
REFERENCE	SPECIAL INSTRUCTIONS	
ENCLOSURE	RE-EVALUATION DATE	NO. PAGES 1

Revision 09/16/99

The following personnel will attend training entitled:

**Spillman Technologies Hub Training  
Inquiry and Reports**

Location : City of York  
Economic Development Conference Room  
14 W. Market St.

Dates : September 22nd - 23rd, 1999

Hours : 0800 hrs. - 1700 hrs.

Capt. Ressler (OIC)  
Capt. Swartz  
Lt. Sullivan  
Sgt. Butler  
Cpl. Fuentes  
Cpl. Knauer  
Cpl. Lowe  
Cpl. Wharton

Det. Camacho  
PO Bloss  
PO Figge  
PO Goshen  
Patricia Miller  
Sharon Thurston  
Tammy Souders

*Herbert F. Grofcsik*  
Herbert F. Grofcsik,  
Police Commissioner



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

TYPE	EFFECTIVE DATE	NUMBER
<b>SPECIAL</b>	<b>08/26/99</b>	<b>99-106.20</b>

<b>SUBJECT</b>	<b>DISTRIBUTION</b> Capts. Ressler, Swartz, Lts. McClain, Downing, Vangreen, Stabley, Sullivan, Arnold, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons	
<b>REFERENCE</b>	<b>SPECIAL INSTRUCTIONS</b>	
<b>ENCLOSURE</b>	<b>RE-EVALUATION DATE</b>	<b>NO. PAGES</b> 1

The following personnel will attend training entitled:

**Spillman Technologies Hub Training  
Inquiry and Reports**

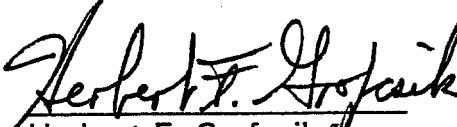
**Location :** City of York  
Economic Development Conference Room  
14 W. Market St.

**Dates :** September 15th - 16th, 1999

**Hours :** 0800 hrs. - 1700 hrs.

Capt. Ressler (OIC)  
Capt. Swartz  
Lt. Sullivan  
Sgt. Butler  
Cpl. Knauer  
Cpl. Lowe  
Cpl. Wharton  
PO Figge

PO Goshen  
PO Hansen  
PO Markley  
PO Poole  
Patricia Miller  
Sharon Thurston  
Tammy Souders

  
Herbert F. Grofcsik,  
Police Commissioner



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

SUBJECT	SPECIAL	08/26/99	99-106.20
<b>TRAINING ASSIGNMENT</b>		DISTRIBUTION Capts. Ressler, Swartz, Lts. McClain, Downing, Vangreen, Stabley, Sullivan, Arnold, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons	
REFERENCE	SPECIAL INSTRUCTIONS		
ENCLOSURE	RE-EVALUATION DATE	NO. PAGES	
		1	

**Revision 09/16/99**

The following personnel will attend training entitled:

**Spillman Technologies Hub Training  
Inquiry and Reports**

Location : City of York  
Economic Development Conference Room  
14 W. Market St.

Dates : September 22nd - 23rd , 1999

Hours : 0800 hrs. - 1700 hrs.

Capt. Ressler (OIC)  
Capt. Swartz  
Lt. Sullivan  
Sgt. Butler  
Cpl. Fuentes  
Cpl. Knauer  
Cpl. Lowe  
Cpl. Wharton

Det. Camacho  
PO Bloss  
PO Figge  
PO Goshen  
Patricia Miller  
Sharon Thurston  
Tammy Souders

  
Herbert F. Grofcsik,  
Police Commissioner



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

TYPE	EFFECTIVE DATE	NUMBER
<b>SPECIAL</b>	05/10/99	99-073.20
<b>SUBJECT</b>	DISTRIBUTION Capt. Ressler, Swartz, Lts. McClain, Downing, Vangreen, Stabley, Sullivan, Arnold, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons	
<b>REFERENCE</b>	<b>SPECIAL INSTRUCTIONS</b>	
<b>ENCLOSURE</b>	<b>RE-EVALUATION DATE</b>	<b>NO. PAGES</b>
		1

The following personnel will attend training entitled:

**Spring Firearms Qualifications**  
York County F.O.P. # 73 Firearms Range

Friday, June 18, 1999

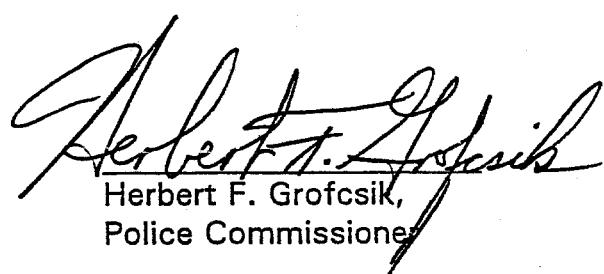
0800 hrs. - 1600 hrs.

Sgt. Beveridge  
Sgt. Butler  
Sgt. Conklin  
Sgt. Kahley  
Cpl. Concepcion  
Cpl. Hernandez

Cpl. Lowe  
Cpl. Luchko  
Cpl. Wharton  
PO Figge  
PO Miller  
PO Rosario

**Equipment Needed :**

Duty weapon and all issued magazines  
Duty gunbelt with inner belt  
Pants which will accomodate duty belt  
Gun cleaning equipment

  
Herbert F. Grofcsik,  
Police Commissioner



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

		TYPE	EFFECTIVE DATE	NUMBER
		SPECIAL	03/31/99	99-044.20
SUBJECT	DISTRIBUTION Capt. Ressler, Swartz, Lts. McClain, Downing, Vangre Stabley, Sullivan, Arnold, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons			
REFERENCE	SPECIAL INSTRUCTIONS			
ENCLOSURE	RE-EVALUATION DATE			NO. PAGES
				1

The following personnel will attend training entitled:

Spring Firearms Qualifications  
York County F.O.P. # 73 Firearms Range

Friday , April 9, 1999

0800 hrs. - 1600hrs.

Lt. Arnold  
Sgt. Stine  
DIC Roberts  
Cpl. Aikey  
Cpl. Brewster  
Det. Ward  
PO Behm  
PO Bloss

PO Blymier  
PO Clarkson  
PO Goshen  
PO Levinsky  
PO Nadzom  
PO Shaffer  
PO Wentz

Equipment needed : Duty weapon and all issued magazines  
Duty gunbelt with inner belt  
Pants which will accomodate duty belt  
Gun cleaning equipment

  
Herbert F. Grofcsik,  
Police Commissioner



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

		TYPE	EFFECTIVE DATE	NUMBER
		SPECIAL	02/23/99	99-022.20
<b>SUBJECT</b>		DISTRIBUTION Capts. Ressier, Swartz, Lts. McClain, Downing, Vangreen, Stabley, Sullivan, Arnold, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons		
<b>REFERENCE</b>		SPECIAL INSTRUCTIONS		
<b>ENCLOSURE</b>		RE-EVALUATION DATE		NO. PAGES
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The following personnel will attend training entitled:

**Mandatory In Service Training 1999**

Legal Updates  
Career and Personal Survival  
Conflict Resolution for Police

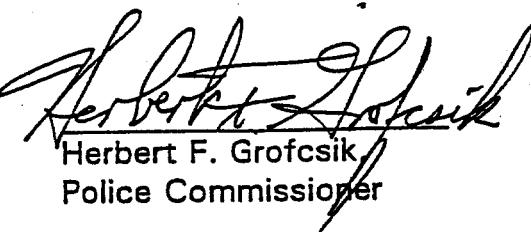
Location : Lincolnway Fire Company  
300 East Berlin Rd.

Dates and Hours : March 18th  
March 19th

0800 hrs. - 1630 hrs.  
0830 hrs. - 1600 hrs.

Lt. McClain (OIC)  
Sgt. Barth  
Sgt. Fells  
DIC Williams  
Cpl. Brewster  
Cpl. Wm. Brown  
Cpl. Concepcion  
Cpl. O'Neil  
Cpl. Utley  
Cpl. Wharton  
Det. Camacho  
Det. Follmer

Det. Hose  
Det. Spence  
Det. Walker  
Det. Ward  
PO Behm  
PO Levinsky  
PO Miller  
PO Muldrow  
PO Nestor  
PO Poole  
PO Tschopp  
PO Wentz

  
Herbert F. Grofcsik  
Police Commissioner



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

TYPE	EFFECTIVE DATE	NUMBER
<b>SPECIAL</b>	02/23/99	99-023.20

<b>SUBJECT</b>	<b>DISTRIBUTION</b>	Capts. Ressler, Swartz, Lts. McClain, Downing, Vangreen, Stabley, Sullivan, Arnold, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons	
<b>REFERENCE</b>	<b>SPECIAL INSTRUCTIONS</b>		
<b>ENCLOSURE</b>	<b>RE-EVALUATION DATE</b>	<b>NO. PAGES</b>	1

The following personnel will attend training entitled:

**Mandatory In Service Training 1999**

Legal Updates

Officer Safety IX

Conflict Resolution for Police

Location : Spring Garden Twp. Police Dept.  
340 Tri Hill Rd.

Dates and Hours : April 22nd  
April 23rd

0800 hrs. - 1630 hrs.  
0830 hrs. - 1600 hrs.

Lt. Vangreen (OIC)

PO Daniels

Sgt. Beveridge

PO DeHart

Sgt. Butler

PO Figge

Sgt. Kohler

PO Good

Sgt. Mehring

PO Goodwin

Sgt. Veseth

PO Hibner

DIC Daryman

PO Johnson

DIC Roberts

PO Kling

DIC Rohrbaugh

PO Koltunovich

Cpl. Fuentes

PO Lawson

Cpl. Losty

PO Markley

Cpl. Luchko

PO Pace

Cpl. Hernandez

PO Rosier

Cpl. T. Ross

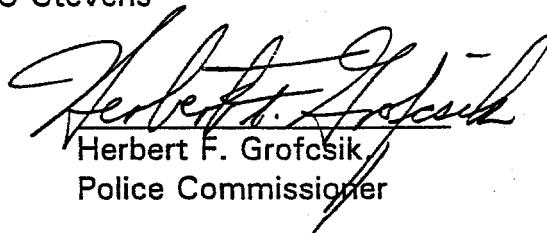
PO S. Ross

PO Blymier

PO Seelig

PO Buchkoski

PO Stevens

  
Herbert F. Grofcsik  
Police Commissioner



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

	TYPE	EFFECTIVE DATE	NUMBER
SUBJECT	SPECIAL	02/03/99	99-010.20
<b>TRAINING ASSIGNMENT</b>	DISTRIBUTION Capts. Ressler, Swartz, Lts. McClain, Downing, Vangreen Stabley, Sullivan, Arnold, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons		
REFERENCE	SPECIAL INSTRUCTIONS		
ENCLOSURE	RE-EVALUATION DATE	NO. PAGES	
		1	

The following personnel will attend training entitled:

**Verbal Judo**

Location : Horticultural Hall  
York Fairgrounds  
Dates : February 16 - February 17, 1999  
Hours : 0800 hrs. - 1600 hrs.

Lt. Vangreen (OIC)  
Insp. Thompson  
Sgt. Barth  
Sgt. Blemier  
Sgt. Girling  
DIC Williams  
Cpl. Wm. Brown  
Cpl. O'Neil  
Cpl. Utley  
Det. Camacho  
Det. Hose  
Det. Follmer  
PO Behm  
PO Blymier

PO Buchkoski  
PO Figge  
PO Goshen  
PO Hibner  
PO Johnson  
PO Kelly  
PO Peddicord  
PO Rosier  
PO Shaffer  
PPO Devereaux  
PPO Cromer  
PPO Hooper  
PPO Rosario  
PPO Shermeyer

  
Herbert F. Grofcsik,  
Police Commissioner



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SPECIAL

02/03/99

99-010.20

SUBJECT	TRAINING ASSIGNMENT		
REFERENCE	SPECIAL INSTRUCTIONS		
ENCLOSURE	RE-EVALUATION DATE	NO. PAGES	
		1	

The following personnel will attend training entitled:

REVISION ( 02/12/99)

Verbal Judo

Location : Horticultural Hall  
York Fairgrounds

Dates : February 16 - 17 , 1999

Hours : 0800 hrs. - 1600 hrs.

Lt. Vangreen (OIC)

Insp. Thompson

Sgt. Barth

Sgt. Blemler

Sgt. Girling

Sgt. Stine

DIC Williams

Cpl. Wm. Brown

Cpl. O'Neil

Cpl. Losty

Cpl. Utley

Det. Hose

Det. Follmer

PO Behm

PO Blymier

PO Buchkoski

PO Figge

PO Good

PO Goshen

PO Hansen

PO Kelly

PO Lawson

PO Nicholas

PO Peddicord

PO Rosier

PO Seelig

PO Shaffer

PPO Devereaux

PPO Hooper

PPO Rosario

PPO Shermeyer

RECEIVED

FEB 12 1999

Y.C.P.D.  
RECORDS



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

TYPE	EFFECTIVE DATE	NUMBER
SPECIAL	01/07/99	99 - 001.20

OBJECT	DISTRIBUTION Capts. Ressler, Swartz, Lts. McClain, Downing, Vangreen, Stabley, Sullivan, Arnold, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons	
REFERENCE	SPECIAL INSTRUCTIONS	
ENCLOSURE	RE-EVALUATION DATE	NO. PAGES
		1

The following personnel will attend training entitled:

ASP Training and Certification

Location : Lincoln Fire Company  
Roosevelt Ave. at Maryland Ave.

Date : January 15, 1999

Hours : 0800 hrs. - 1600 hrs.

Instructors : Sgt. Kohler , Cpl. McBride

Sgt. Fells	PO Muldrow
Cpl. Brewster	PO Pace
Cpl. Kleynen	PO Poole
Cpl. Losty	PO Riccobono
PO Figge	PO Seelig
PO Goodwin	PO Veater
PO Hibner	PO Wentz

  
Herbert F. Grefcsik  
Police Commissioner



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

CITY OF YORK, PENNSYLVANIA POLICE DEPARTMENT		TYPE	EFFECTIVE DATE	NUMBER
SUBJECT	TRAINING ASSIGNMENT	SPECIAL	06/10/98	98-063.20
REFERENCE		DISTRIBUTION Capt. Ressler, Swartz, Lts. McClain, Downing, Vangreen, Stabley, Sullivan, Arnold, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons		
ENCLOSURE		SPECIAL INSTRUCTIONS		
		RE-EVALUATION DATE		NO. PAGES
				1

The following personnel will attend training entitled:

## Mandatory In Service Training 1998

## Updates Officer Safety Awareness VIII Ethics

Location : Northern York County Regional Police Dept.

**Dates and Hours :** September 2nd 0800 hrs. - 1630 hrs.  
September 3rd 0830 hrs. - 1600 hrs.

Sgt. Barth  
Sgt. Stine  
Cpl. Brewster  
Cpl. Concepcion  
PO Behm

PO Camacho (9/3 only)  
PO Figge (9/2 only)  
PO Hibner  
PO Levinsky  
PO Tison

Herbert F. Grofcsik  
Herbert F. Grofcsik,  
Police Commissioner



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

	<b>TYPE</b>	<b>EFFECTIVE DATE</b>	<b>NUMBER</b>
	<b>SPECIAL</b>	<b>03/30/98</b>	<b>98-048.20</b>
<b>SUBJECT</b>	DISTRIBUTION Capts. Ressler, Swartz, Lts. McClain, Downing, Vangreen, Stabley, Sullivan, Arnold, Insp. Thompson, Traffic Safety, CPO, Training, Records, Personnel, Concerned Persons		
<b>REFERENCE</b>	<b>SPECIAL INSTRUCTIONS</b>		
<b>ENCLOSURE</b>	<b>RE-EVALUATION DATE</b>	<b>NO. PAGES</b>	
		1	

The following personnel will attend training entitled:

**Spring Firearms Qualifications  
York County F.O.P. # 73 Firearms Range**

**Friday , April 24 , 1998**

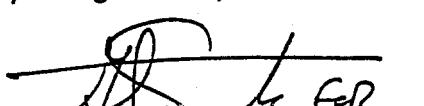
**0800hrs. 1600 hrs.**

Capt. Swartz  
Lt. Vangreen  
D1C Daryman  
D1C Williams  
Cpl. Aikey  
Cpl. Brewster  
Cpl. Fuentes  
Cpl. Losty

PO Behm  
PO Bloss  
PO Camacho  
PO Daniels  
PO Santiago  
PO Spence

**Equipment Needed : Duty weapon and all issued magazines  
Duty gunbelt with inner belt  
Pants which will accomodate the duty belt  
Gun cleaning equipment**

**Detectives and Officers permanently assigned to plain clothes duty  
Shall use the holster they wear on duty.**

  
Herbert F. Grofcsik,  
Police Commissioner



**CITY OF YORK, PENNSYLVANIA**  
**POLICE DEPARTMENT**

SUBJECT:

## TRAINING ASSIGNMENT

SPECIAL

03/30/98

98-052.20

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

1

The following personnel will attend training entitled:

**Spring Firearms Qualifications**  
**York County F.O.P. # 73 Firearms Range**

Friday, May 29, 1998

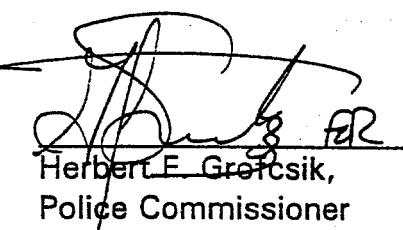
0800 hrs. - 1600 hrs.

Lt. Downing  
 Lt. Stabley  
 Sgt. Barth  
 Sgt. Kohler  
 Cpl. Kleynen  
 Cpl. Luchko  
 Det. J. McBride

Det. Roberts  
 PO Figge  
 PO Goodwin  
 PO Nicholas  
 PO Pace  
 PO Searfoss  
 PO Wharton

**Equipment Needed :**

Duty weapon and all issued magazines  
 Duty gunbelt with inner belt  
 Pants which will accomodate the duty belt  
 Gun cleaning equipment



Herbert E. Grotcsik,  
 Police Commissioner



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SPECIAL

09/12/97

97-0 65.20

SUBJECT

## DISTRIBUTION

Capt. Ressler, Lts. McClain, Downing, Vangreen,  
Stabley, Swartz, Arnold, Insp. Thompson, Traffic Safety, CPO,

DV, Training, Records, Personnel, Concerned Persons

## SPECIAL INSTRUCTIONS

TRAINING ASSIGNMENT

REFERENCE

ENCLOSURE

## RE-EVALUATION DATE

## NO. PAGES

1

The following personnel will attend training entitled:

Fall Firearms Qualifications/CPR Certification  
York County F.O.P. #73 Firearms Range/Lincoln Fire Co.  
Friday, September 12th, 1997  
0800-1800hrs. Note: Training begins promptly at 0800hrs

The following personnel will report to the firearms range at 0800hrs and Lincoln Fire Co, at 1300 hrs:

Sgt Brunner	PO Lowe
Sgt Mehring(CPR only)	PO T Ross
Sgt Conklin	PO Figge
Cpl Brown	CO Groff(CPR only)
PO Fetrow	

The Following personnel will report to CPR training at the Lincoln Fire Co. at 0800hrs and the firearms range at 1300hrs:

Com Grofcsik(CPR only)	PO Behm
Lt Arnold	PO Camacho
Sgt Blemler	PO Hibner
Det Follmer	PO Goshen
Cpl Brewster	

Range Instructors: Cpl Utley & PO Buchkoski  
CPR Instructors: PO Daniels & Knauer

Equipment Needed: Duty weapon and all issued magazines

Duty gun belt with inner belt

Pants- MUST accommodate the inner belt and it must be worn.

Body Armor, Gun cleaning equipment

Herbert F. Grofcsik,  
Police Commissioner



**CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT**

		TYPE	EFFECTIVE DATE	NUMBER
		<b>SPECIAL</b>	03/17/97	97-036-20
<b>SUBJECT</b>  <b>TRAINING ASSIGNMENT</b>		<b>DISTRIBUTION</b>		Lts. McClain, Downing, Stabley, Vangreen, Swartz, Ressler, Insp. Thompson, Sgt. Brunner, CPO, DV, Traffic Safety, Training, Records, Personnel
<b>REFERENCE</b>		<b>SPECIAL INSTRUCTIONS</b>		
<b>ENCLOSURE</b>		<b>RE-EVALUATION DATE</b>		<b>NO. PAGES</b>
				1

The following personnel will attend training entitled:

**Spring Firearms Qualifications**

York County F.O.P #73 Firearms Range

Friday April 11, 1997

08:00 - 16:00 Training begins promptly at 08:00

D1C Williams

PO Poole

Cpl. Fuentes

PO Wharton

Cpl. B. McBride

PO Figge

PO Levinsky

PO Lowe

PO Muldrów

PO Pace

PO Lawson

PO Stevens

PO Knauer

PO Goodwin

PO Searfoss

PO Corley

PO Kleynen

PO Johnson

**EQUIPMENT NEEDED:**

Duty weapon and all issued magazines

Duty gunbelt with inner belt

Pants which will accommodate the inner belt, (uniform pants, BDU's, jeans). Pants must accommodate the inner belt, and it must be worn while qualifying.

Body Armor

Gun cleaning equipment

Detectives and Officers permanently assigned to plain clothes duty shall use the holster they wear on duty..

Herbert F. Grofcsik,  
Police Commissioner



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SPECIAL

01/28/97

97-022-20

JECT

## DISTRIBUTION

Lts. McClain, Downing, Stabley,  
Vangreen, Ressler, Swartz, Insp. Thompson, 7P-3A Shift,  
CPO, DV, Traffic Safety, Training, Records, Personnel

## TRAINING ASSIGNMENT

ERENCE

## SPECIAL INSTRUCTIONS

LOSURE

## RE-EVALUATION DATE

## NO. PAGES

1

The following personnel will attend training entitled Standardized Field Sobriety Test Practitioner, to be held at the Lincolnway Fire Company, West Manchester Township. Training dates shall be February 10 - 13, 1997. Course hours are 08:00 - 16:30.

Cpl. Steven Butler  
PO Nicholas Figge

Herbert F. Grofesik  
Police Commissioner



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

		TYPE SPECIAL	DATE 01/17/97	NUMBER 97-001-20
SUBJECT <b>TRAINING ASSIGNMENT</b>	DISTRIBUTION Lts. McClain, Downing, Stabley, Vangreen, Ressler, Swartz, Insp. Thompson, 7P-3A Shift, CPO, DV, Traffic Safety, Training, Records, Personnel			
REFERENCE	SPECIAL INSTRUCTIONS			
ENCLOSURE	RE-EVALUATION DATE			NO. PAGES 1

## REVISION

The following personnel will attend 1997 Mandatory In Service Training, to be held February 3 - 4, 1997 at the Spring Garden Township Police Department. The course and hours are as follows:

2/3/97	Section 34861	Interview and Interrogation
2/4/97	Section 34862	Updates
2/4/97	Section 34863	Officer Safety Awareness VII

Comm. Grofcsik	PO J. Brown
Lt. Swartz	PO Good
Insp. Thompson	PO Kling
Sgt. Stine	PO Hernandez
Sgt. Veseth	PO Behm
Sgt. Fells	PO Markley
D1C Williams	PO S. Ross
Cpl. Fuentes	PO Poole
Cpl. Brewster	PO Figge
Cpl. Losty	PO Johnson
Cpl. Utley	PO Seelig
Det. Ward	
Det. George	

Herbert F. Grofcsik  
Police Commissioner



SUBJECT

## TRAINING ASSIGNMENT

## Distribution:

Lt. McClain, Ressler, Swartz, Vangreen, Stabley,  
Downing, Insp. Thompson, 7PM-3AM Shift,  
CPO Div, DV Div, Traff Saf., Training File,  
Records Personnel

REFERENCE

SPECIAL INSTRUCTIONS

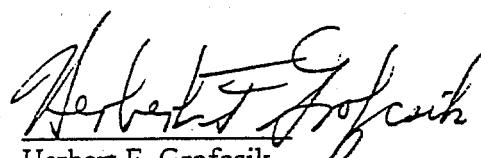
ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend training entitled Advanced Interview and Interrogation,, to be held Feb 25-26, 1997 in Room N-211 at HACC. The hours are 0800-1600.

Cpl Concepcion  
PO Beveridge  
PO Behm  
PO Harrison  
PO Nadzom



Herbert F. Grofcsik  
Police Commissioner

HFG/MRD



B/S/T

## TRAINING ASSIGNMENT

## Distribution:

Lt. McClain, Ressler, Swartz, Vangreen, Stabley,  
 Downing, Insp. Thompson, 7PM-3AM Shift,  
 CPO Div, DV Div, Traff Saf., Training File,  
 Records, Personnel

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend 1997 mandatory In Service Training, to be held February 3-4, 1997 at the Spring Garden Twp Police Department. The courses and hours are as follows:

2/3/97 Section 34861 Interview and Interrogation  
 2/4/97 Section 34862 Updates  
 2/4/97 Section 34863 Officer Safety Awareness VII

Comm. Grofcsik	PO J. Brown
Lt. Stabley	PO Good
Lt. Swartz	PO Levinsky
Insp. Thompson	PO Kling
Sgt. Stine	PO Hernandez
Sgt. Veseth	PO Beveridge
Sgt. Fells	PO Behm
D1C Williams	PO Buchkoski
Cpl. Fuentes	PO Markley
Cpl. Brewster	PO S. Ross
Cpl. Losty	PO Poole
Cpl. Utley	PO Figge
Det. Ward	PO Johnson
Det. George	PO Seelig

Herbert F. Grofcsik  
 Police Commissioner

HFG/MRD



SUBJECT

## TRAINING ASSIGNMENT

SPECIAL

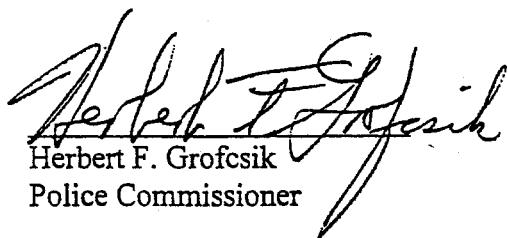
Distribution:  
Lt. McClain, Ressler, Swartz, Vangreen, Stabley,  
Downing, Insp. Thompson, 7PM-3AM Shift,  
CPO Div, DV Div, Traff Saf., Training File,  
Records, Personnel

REFERENCE	SPECIAL INSTRUCTIONS	RE-EVALUATION DATE	NO. PAGES

The following personnel will attend the fall re-certification training for 1996 First Aid and CPR. The class will be held at the Lincoln Fire Company, Roosevelt and Maryland Avenues from 0900-1700 hours on Monday November 11, 1996. Jeans and BDU's are acceptable for this training.

## INSTRUCTORS : PO MARKLEY &amp; PO DANIELS

Lt. McClain  
 Sgt. Hill  
 Cpl. Brown  
 Cpl. Utley  
 Cpl. Butler  
 PO Stambaugh  
 PO Tschopp  
 PO Behm  
 PO Buchkoski  
 PO Lowe  
 PO Figge  
 PO Goodwin



Herbert F. Grofcsik  
Police Commissioner

HFG/MRD



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

TYPE	EFFECTIVE DATE	NUMBER
SPECIAL	07/19/96	96-088-20

SUBJECT

# TRAINING ASSIGNMENT

DISTRIBUTION LTS. MCCLAIN, RESSLER, SWARTZ, VANGREEN,  
STABLEY & DOWNING; INSP. THOMPSON; SGTS. BRUNNER &  
CONKLIN; CONCERNED PERSONS; TRAINING FILE; RECORDS  
PERSONNEL

REFERENCE

SPECIAL INSTRUCTIONS

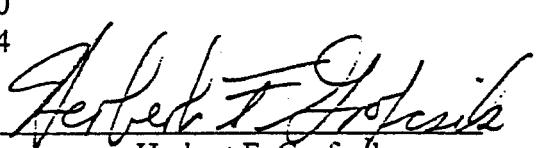
ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend Drug Investigation, to be held at HACC,  
Room N-211 on September 24-26, 1996 from 0800-1600 hours.

CPL O'Neil	# 86
PO Searfoss	# 186
PO Behm	# 119
PO Hernandez	# 182
PO J. Veater	# 128
PO King	# 180
PO Johnson	# 184

  
Herbert F. Grofcsik  
Police Commissioner

\*\* CPL O'Neil will be OIC and will arrange with Lt. McClain for transportation



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

FILED 09/10/2002

EFFECTIVE DATE

NUMBER

07/19/96

96-089-20

SUBJECT

## TRAINING ASSIGNMENT

DISTRIBUTION LTS. MCCLAIN, RESSLER, SWARTZ, VANGREE  
STABLEY & DOWNING; INSP. THOMPSON; SGTS. BRUNNER  
CONKLIN; CONCERNED PERSONS; TRAINING FILE; RECORDS  
PERSONNEL

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend DUI and Case Preparation, to be held at HACC, Room N-211 on September 30, 1996 from 0800-1600 hours.

PO	Markley	# 104
PO	Nicholas	# 131
PO	Figge	# 136
PO	Lowe	# 132
PO	Nadzom	# 180

Herbert F. Grofcsik  
Police Commissioner

\*\* PO Markley will be OIC and will arrange with Lt. McClain for transportation



SUBJECT <b>TRAINING ASSIGNMENT</b>	DISTRIBUTION LTS. MCCLAIN, RESSLER, SWARTZ, VANGREEN STABLEY & DOWNING; INSP. THOMPSON; SGTS. BRUNNER & CONKLIN; CONCERNED PERSONS; TRAINING FILE; RECORDS PERSONNEL		
REFERENCE	SPECIAL INSTRUCTIONS		
ENCLOSURE	RE-EVALUATION DATE	NO. PAGES	

The following personnel will attend Latent print Processing, to be held at HACC, Room N-211 on September 11-12, 1996 from 0800-1600 hours.

CPL O'Neil	# 86
CPL Kahley	# 90
PO Hernandez	# 182
PO Figge	# 136
PO Harrison	# 118
PPO Camacho	# 137
PPO Corley	# 144

  
Herbert F. Groesik  
Police Commissioner

\*\* Cpl. O'Neil is OIC and will arrange with Lt. McClain for transportation



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

TYPE	EFFECTIVE DATE	NUMBER
SPECIAL	07/19/96	96-092-20

SUBJECT

# TRAINING ASSIGNMENT

DISTRIBUTION LTS. MCCLAIN, RESSLER, SWARTZ, VANGREEN,  
STABLEY & DOWNING; INSPI. THOMPSON; SGTS. BRUNNER &  
CONKLIN; CONCERNED PERSONS; TRAINING FILE; RECORDS  
PERSONNEL

REFERENCE

SPECIAL INSTRUCTIONS

INCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend Courtroom Presentation, to be held at HACC, Room N-206 on October 22-23, 1996 from 0800-1600 hours.

PO Hose	# 103
PO Behm	# 119
PO Johnson	# 184
PO Camacho	# 137

Herbert F. Grofcsik  
Police Commissioner



POLICE DEPARTMENT

SPECIAL

SUBJECT

## TRAINING ASSIGNMENT

DISTRIBUTION LTS. MCCLAIN, RESSLER, SWARTZ, VANGREEF, STABLEY, &amp; DOWNING; INSP. THOMPSON; SGTS. BRUNNER, CONKLIN; CONCERNED PERSONS; TRAINING FILE; RECORD PERSONNEL

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend "Vehicle Search and Seizure", to be held March 15, 1996 at The Department of Veteran Affairs, 1700 South Lincoln Avenue, Lebanon, Pa. The times will be 0900-1600 hours in building 22, 2nd floor classroom. TIPS is co-hosting this seminar.

Cpl.	B.	McBride	# 167
PO		O'Neil	# 138
PO		Fetrow	# 140
PO		Behm	# 119
PO	J.	Veater	# 128
PO		Wentz	# 176
PO		Figge	# 136
PPO		Harrison	# 118

Herbert F. Grofcsik  
Police Commissioner

HFG/mrd

02/16/96

96-0227-20



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SPECIAL

DISTRIBUTION LTS. MCCLAIN, RESSLER, SWARTZ, VANGREEN,  
STABLEY, & DOWNING; INSP. THOMPSON; SGTS. BRUNNER &  
CONKLIN; CONCERNED PERSONS; TRAINING FILE; RECORDS;  
PERSONNEL

RECEIVED

## TRAINING ASSIGNMENT

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend "Vehicle Search and Seizure", to be held March 15, 1996 at The Department of Veteran Affairs, 1700 South Lincoln Avenue, Lebanon, Pa. The times will be 0900-1600 hours in building 22, 2nd floor classroom. TIPS is co-hosting this seminar.

Cpl.	B.	McBride	# 167
PO		O'Neil	# 138
PO		Fetrow	# 140
PO		Behm	# 119
PO	J.	Veater	# 128
PO		Wentz	# 176
PO		Figge	# 136
PPO		Harrison	# 118

Herbert F. Grofcsik  
Police Commissioner

HFG/mrd



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SPECIAL

02/13/96

96-018-20

WECY

## TRAINING ASSIGNMENT

DISTRIBUTION LTS. MCCLAIN, RESSLER, SWARTZ, VANGREEN,  
STABLEY & DOWNING; INSP. THOMPSON; SGTS. BRUNNER &  
CONKLIN; CONCERNED PERSONS; TRAINING FILE; RECORDS;  
PERSONNEL

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

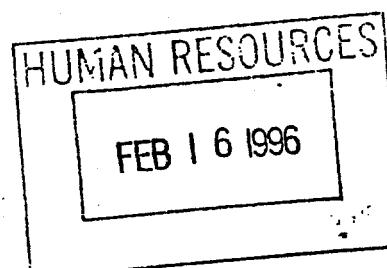
NO. PAGES

The following personnel will attend training entitled " Dealing With Difficult People", to be held March 27, 1996 at HACC, North Hall Room 201.

Cpl. Brewster # 102	PO Behm # 119
PO Hose # 103	PO Nicholas # 131
PO T. Ross # 194	PO Knarr # 152
PO J. Veater # 128	PO Stevens # 191
PO Peddicord # 197	PO Corley # 144

Herbert F. Grofcsik  
Police Commissioner

HFG/mrd



SUBJECT

DISTRIBUTION CAPT. GROSS; LTS. MCCLAIN, RESSLER,  
 SWARTZ, VANGREEN, STABLEY & DOWNING; INSP. THOMP  
 SGTS. BRUNNER & CONKLIN; CONCERNED PERSONS;  
 TRAINING FILE; RECORDS; PERSONNEL

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend 1996 MPOETC Mandatory In-Service Training, to be held May 15 and 16, 1996 at The Commonwealth Fire Company, N. Sherman Street Extended, Springettsbury Township from 0800-1630 hours daily.

05/15/96 Updates and Officer Safety Awareness VI  
 05/16/96 Crime Scene Investigation I and II

PO Behm	#119
PO Figge	#136
PO Stevens	#191
PO Harrison	#118

*Russell L. Clanagan*  
 Russell L. Clanagan  
 Police Commissioner

RLC/aes

FBI - PHILADELPHIA



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

TYPE	EFFECTIVE DATE	NUMBER
SPECIAL	09/13/95	95-112-20

SUBJECT

# TRAINING ASSIGNMENT

DISTRIBUTION CAPT. GROSS; LTS. MCCLAIN, RESSLER, SWARTZ, VANGREEN, STABLEY & DOWNING; INSP. THOMES; SGTS. BRUNNER, & CONKLIN; CONCERNED PERSONS; TRAINING FILE; RECORDS; PERSONNEL

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend 1995 First Aid/CPR re-certification and fall 1995 Firearms on Tuesday, September 26, 1995. CPR and First Aid will be held at Lincoln 9 Fire Company from 0800-1200 hours. Officers will then report to the F.O.P. County Firearms Range NO LATER THAN 1300 HOURS.

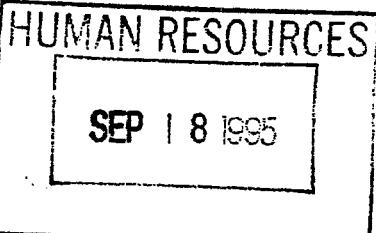
Full duty gunbelts are to be brought to the range, (Including your issued Glock weapon and magazines.) Leave your duty ammo secured in your vehicle once arriving to the range. We shall NOT be shooting or re-issuing duty ammo this qualification.

Blue jeans and similar attire (BDU's etc.) are approved for this training day.

Lt. Stabley	# 22
Sgt. Veseth	# 56
Sgt. Fells	# 63
D1C Daryman	# 83
Det. Seiffert	#115
PO Heilman	#105
PO Muldrow	#143
PO Ward	#133
PO Behm	#119
PO Riccobono	#157
PO Pace	#196
PO Stevens	#191

Russell L. Clanagan  
Police Commissioner

RLC/aes





CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

TYPE	EFFECTIVE DATE	NUMBER
SPECIAL	08/01/95	95-074-20

SUBJECT

# TRAINING ASSIGNMENT

DISTRIBUTION CAPT. GROSS; LTS. MCCLAIN, RESSLER, SWARTZ, VANGREEN, STABLEY & DOWNING; INSP. THOMP SGTS. BRUNNER, MEHRING & CONKLIN; CONCERNED PERS TRAINING FILE; RECORDS; PERSONNEL; ACCOUNTING

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend E.V.O.C. (Emergency Vehicle Operation Course), to be held October 9, 10, and 11, 1995 at HACC. The class will begin in room N-206. The hours of this training are 0800-1600.

PO Ward	#133
PO Behm	#119
PO King	#180
PO Pace	#191

*Russell L. Clanagan*  
Russell L. Clanagan  
Police Commissioner

RLC/aes

# REVISION



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SPECIAL

07/19/95

95-077-20

SUBJECT

## TRAINING ASSIGNMENT

DISTRIBUTION CAPT. GROSS; LTS. MCCLAIN, RESSLER, SWARTZ, VANGREEN, STABLEY & DOWNING; INSP. THOMSGTS. BRUNNER, MEHRING & CONKLIN; CONCERNED PERSONS TRAINING FILE; RECORDS; PERSONNEL; ACCOUNTING

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

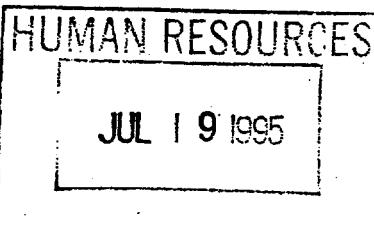
The following personnel will attend DUI Investigation and Case Preparation school to be held at HACC, North Hall, Room 211 on September 25, 1995.

PO Wentz	#176
PO Behm	#119
PO E. Veater	#172

\*\*\*PO Wentz is OIC and should arrange for transportation with Lt. McClain ahead of time.

*Russell L. Clanagan*  
Russell L. Clanagan  
Police Commissioner

RLC/aes





CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SPECIAL

07/07/95

NUMBER

95-074-20

SUBJECT

# TRAINING ASSIGNMENT

DISTRIBUTION CAPT. GROSS; LTS. MCCLAIN, RESSLER,  
SWARTZ, VANGREEN, STABLEY & DOWNING; INSP. THOMP  
SGTS. BRUNNER, MEHRING & CONKLIN; CONCERNED PERS  
TRAINING FILE; RECORDS; PERSONNEL; ACCOUNTING

REFERENCE

SPECIAL INSTRUCTIONS

INCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend E.V.O.C. (Emergency Vehicle Operation Course), to be held July 28, 29, and 30, 1995 at HACC. The class will begin in room N-206. The hours of this training are 0800-1600.

PO Ward	#133
PO Behm	#119
PO King	#180
PO Pace	#191

*Russell L. Clanagan*  
Russell L. Clanagan  
Police Commissioner

RLC/aes



SUBJECT

## TRAINING ASSIGNMENT

REFERENCE

DISTRIBUTION CAPT. GROSS; LTS. MCCLAIN, RESSLE SWARTZ, VANGREEN, STABLEY &amp; DOWNING; INSPI. T. SGTS. BRUNNER, MEHRING &amp; CONKLIN; CONCERNED TRAINING FILE; RECORDS; PERSONNEL; ACCOUNTING

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGE

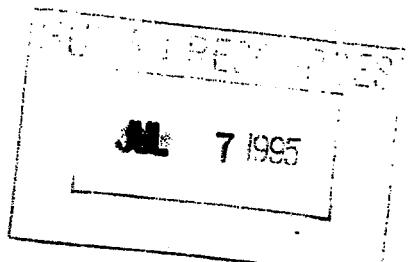
The following personnel will attend ESP Certification School, to be held July 18, 1995 from 0900-1300 hours. This training will take place at the York City Police Department.

Corporal Girling	#173
PO J. Veater	#128
PO Koltunovich	#189
PO Wharton	#174
PO Figge	#136
PO Aikley	#163

*Russell L. Clanagan*  
Russell L. Clanagan  
Police Commissioner

RLC/aes

\*\*\*\*\*NOTE OF INTEREST: All officers will have the option of using LV or vacation for the remaining of the tour, or can be used to perform some tasks in Records, such as filing, microfilming, etc. (3-11 officers can augment their shift once 2:00 rolls around)





CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

TYPE	EFFECTIVE DATE	NUMBER
SPECIAL	07/05/95	95-071-20

SUBJECT

# TRAINING ASSIGNMENT

DISTRIBUTION CAPT. GROSS; LTS. MCCLAIN, RESSLER, SWARTZ, VANGREEN, STABLEY & DOWNING; INSP. THOMES; SGTS. BRUNNER, MEHRING & CONKLIN; CONCERNED PERSONNEL; TRAINING FILE; RECORDS; PERSONNEL; ACCOUNTING

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend a Marijuana Interdiction/Eradication Seminar to be held Wednesday, July 12, 1995, at Fort Indiantown Gap, PA from 0830-1600 hours.

Sgt. Fells	# 63
Det. J. McBride	#171
Det. Roberts	#146
PO B. McBride	#167
PO Behm	#119
PO J. Veater	#128
PO E. Veater	#172

*Russell L. Clangan*  
Russell L. Clangan  
Police Commissioner

RLC/aes

\*\*\* Sgt. Fells is OIC and should arrange for transportation.

\*\*\* Registration and meal money being sent to the GAP separately.

HUMAN RESOURCES  
7 1995



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SPECIAL

06/07/95

95-067-20

SUBJECT

## TRAINING ASSIGNMENT

DISTRIBUTION CAPT. GROSS; LTS. MCCLAIN, RESSLER,  
SWARTZ, VANGREEN, STABLEY & DOWNING; INSP. THOMPS  
SGTS. BRUNNER, MEHRING & CONKLIN; CONCERNED PERSONS  
TRAINING FILE; RECORDS; PERSONNEL; ACCOUNTING

REFERENCE

SPECIAL INSTRUCTIONS

CLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend the Hazardous Materials Course to be held at Northern Regional Police Department on July 18, 1995:

The first group will attend from 1300-1430 hours:

Sgt. Conklin	# 52	PO Levinsky	#183
Sgt. Mehring	# 64	PO Brewster	#102
Sgt. Hill	# 53	PO Hernandez	#182
PO1C W. Brown	#165	PO Santiago	#161

The second group will attend from 1500-1630 hours:

Sgt. Fells	# 63	PO Losty	#147
Det. Barth	#195	PO Poole	#135
PO Lawson	#193	PO Wharton	#174
PO Behm	#119	PO Lowe	#132
PO Hansen	#177		

*Russell L. Clanagan*  
Russell L. Clanagan  
Police Commissioner

RLC/aes

CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SPECIAL

06/07/95

95-068-20

SUBJECT

## TRAINING ASSIGNMENT

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

DISTRIBUTION CAPT. GROSS; LTS. MCCLAIN; RESSLER,  
SWARTZ, VANGREEN, STABLEY & DOWNING; INSP. THOM  
SGTS. BRUNNER, MEHRING & CONKLIN; CONCERNED PER  
TRAINING FILE; RECORDS; PERSONNEL; ACCOUNTING

The following personnel will attend the Hazardous Materials Course to be held at Northern Regional Police Department on July 25, 1995:

The first group will attend from 1300-1430 hours:

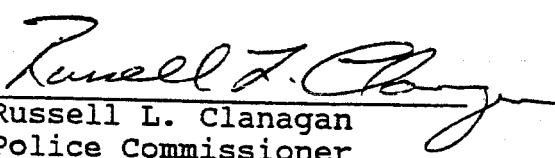
Sgt. Sullivan	# 68	PO Wagner	#198
PO1C Kahley	#106	PO Muldrow	#143
PO Stambaugh	#108		

The second group will attend from 1500-1630 hours:

Lt. Swartz	# 25	PO Riccobono	#157
PO Nicholas	#131	PO Pace	#196
PO Figge	#136	PO Stevens	#191

The third group will attend from 1800-1930 hours:

Sgt. Arnold	# 58	PO Peddicord	#197
PO Mincemoyer	#127	PO Aikey	#163
PO J. Veater	#128		

  
Russell L. Clanagan  
Police Commissioner

RLC/aes

SUBJECT

## TRAINING ASSIGNMENT

DISTRIBUTION CAPT. GROSS; LTS. MCCLAIN, RESSLER,  
 SWARTZ, VANGREEN, STABLEY & DOWNING; INSP. THOMP  
 SGTS. BRUNNER, MEHRING & CONKLIN; CONCERNED PERS  
 TRAINING FILE; RECORDS; PERSONNEL; ACCOUNTING

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend Spring 1995 Firearms Qualifications on Friday, June 30, 1995, to be held at the York County FOP Range on Indian Rock Dam Road. The hours are 0800-1600. Blue jeans will be permitted for this training. Each officer is to bring his or her entire duty gunbelt, with their issued Glock weapon and all magazines that were issued to them. The new 40 cal. Glocks will be issued at this time and used for this qualification.

PO1C Dacheux	#162
PO Bricker	#190
PO Santiago	#161
PO Markley	#104
PO Figge	#136
PO Lowe	#132
PPO Goodwin	#175
PPO Nadzom	#158
PPO Tison	#155

Russell L. Clanagan  
Police Commissioner

RLC/aes



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

TYPE	EFFECTIVE DATE	NUMBER
SPECIAL	04/27/95	95-049-20

OBJECT

## TRAINING ASSIGNMENT

DISTRIBUTION CAPT. GROSS; LTS. RESSLER, MCCLAIN, 3-11, VANGREEN, STABLEY, & DOWNING; INSP. THOME SGTS. SWARTZ, CONKLIN & MEHRING; CONCERNED PERSON TRAINING FILE; RECORDS ~~PERSONNEL~~; ACCOUNTING

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

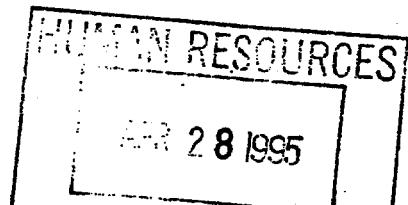
The following personnel will attend a training seminar entitled "Policing Your Image" which will take place on Friday, May 26, 1995 from 1:00 p.m. - 5:00 p.m. This training will be held at the Training/Meeting Room of the Waste Water Treatment Plant on Black Bridge Road. If the parking lot of the Administration Building is full, parking will be permitted on both sides of the paved main road.

Sgt. Brunner	# 61	PO Koltunovich	#189
DIC Williams	# 81	PO Losty	#147
Det. J. McBride	#171	PO Wharton	#174
Det. Walker	#142	PO Figge	#136
PO Hose	#103	PO Lowe	#132
PO Santiago	#161	PO King	#180
PO Wentz	#176	PO Harrison	#118
PO Behm	#119	PO Goodwin	#175
PO Mincemoyer	#127	PO Knarr	#152
PO J. Veater	#128		

\*\*Lt. Downing will be assigning 5 officers to report to the training room 1/2 hour early to set up chairs and tables.

Russell L. Clanagan  
Police Commissioner

RLC/aes





CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

TYPE	EFFECTIVE DATE	NUMBER
SPECIAL	02/27/95	95-025-20

OBJECT	DISTRIBUTION CAPT. GROSS; LTS. RESSLER, MCCLAIN, LISTER, VANGREEN, STABLEY, & DOWNING; INSP. THO SGTS. SWARTZ, CONKLIN & MEHRING; CONCERNED PERS TRAINING FILE; RECORDS; PERSONNEL; ACCOUNTING	
REFERENCE	SPECIAL INSTRUCTIONS	
ICLOSURE	RE-EVALUATION DATE	NO. PAGES

The following officers will attend 1995 MPOETC Mandatory In Service Training to be held June 7 - 8, 1995 at the Northern Regional Police Department.

06/07/95	Sect.# 34210	Legal Update	0800-1200
06/07/95	Sect.# 34211	Off. Safety Aware.	1300-1630
06/08/95	Sect.# 34212	Cultural Diversity	0830-1600

Sgt. Brunner	# 61
Sgt. Conklin	# 52 (to attend June 7 only)
Sgt. Blemler	# 67
D1C Daryman	# 83
PO1C Concepcion	#125
Det. Rohrbaugh	#150
PO Leppo	#148
PO Searfoss	#185
PO Behm	#119
PO Buchkoski	#145
PO Wharton	#174
PO Figge	#136
PO Aikey	#163

\*\*Please take along your crimes codes.

Russell L. Clanagan  
Police Commissioner

HUMAN RESOURCES



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SPECIAL

10/03/94

NUMBER

94-095-19

JECT

## TRAINING ASSIGNMENT

DISTRIBUTION CAPTS. PERELMAN & GROSS; LTS. MCCLAIN, VANGREEN, RESSLER, LISTER, STABLEY, & DOWNING; SWA INSPI. THOMPSON; SGTS. FELLS, & MEHRING; CONCERNED PERSONS; TRAINING FILE; RECORDS; PERSONNEL; DAYWOR J. ROBINSON

ERENCE

SPECIAL INSTRUCTIONS

LOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel are to report to the York County FOP Range on Indian Rock Dam Road on Wednesday, October 19, 1994 at 0800 hours. Bring your complete duty gunbelt weapon and magazines. Lunch will be 1130 to 1230 hours. At 1230 sharp report to Lincoln 9 on Roosevelt Avenue for First Aid/CPR Re-certification.

Lt. Lister	# 25
Sgt. Brunner	# 61
Sgt. Stine	# 65
Sgt. Conklin	# 52
D1C Williams	# 81
Det. Roberts	#146
PO Heist	#152
PO Bricker	#190
PO Pfeifer	#175
PO Wentz	#176
PO Behm	#119
PO Mincemoyer	#127
PO Losty	#147

\*First Aid Instructors will be PO Knauer and PO Mincemoyer.  
\*Fire Arms Instructors will be PO1C Girling and PO Pfeifer.

Thomas C. Gross  
Acting Chief of Police

HUMAN RESOURCES

OCT - 3 1994



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SPECIAL

08/10/94

94-071-20

SUBJECT

## TRAINING ASSIGNMENT

DISTRIBUTION CAPTS. PERELMAN & GROSS; LTS. MCCLAIN  
VANGREEN, RESSLER, LISTER, & STABLEY; LT. DOWNING  
INSP. ZEAGER; SGTS. FELLS, & MEHRING; CONCERNED  
PERSONS; TRAINING FILE; RECORDS; **PERSONNEL**

REFERENCE

SPECIAL INSTRUCTIONS

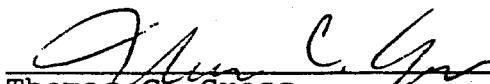
INCLOSURE

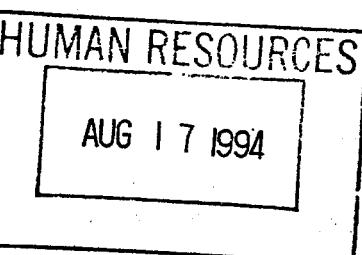
RE-EVALUATION DATE

NO. PAGES

The following personnel will attend a training session entitled Latent Print Processing, to be held September 8 and 9, 1994 from 0800-1630 hours. This course will be held in room PSTC-, N-211 at HACC.

PO	Fetrow	#140
PO	Ward	#133
PO	Behm	#119
PO	S. Ross	#141
PO	Peddicord	#197

  
Thomas C. Gross  
Acting Chief of Police





CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

TYPE  
SPECIAL

EFFECTIVE DATE

NUMBER

05/03/94

94-050-20

SUBJECT

## TRAINING ASSIGNMENT

DISTRIBUTION CAPTS. PERELMAN & GROSS; LTS. MCCLAIN  
VANGREEN, RESSLER, LISTER, STABLEY & DOWNING;  
INSP. ZEAGER; SGTS. BRUNNER, MEHRING, FELLS; CONC  
PERSONS; TRAINING FILE; RECORDS; PERSONNEL

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend Spring 1994 Firearms Qualifications, to be held at the York County FOP Range on Indian Rock Dam Road. The hours are 0800-1600. Each officer is to bring his or her full duty belt, including the inner belt. The date of this training is Friday, June 24, 1994.

Lt.	Stabley	#	22
Lt.	Lister	#	25
Sgt.	Hill	#	53
Det	J. McBride	#	171
PO1C	Kahley	#	106
PO	Bricker	#	190
PO	Levinsky	#	183
PO	George	#	123
PO	Ward	#	133
PO	Behm	#	119
PO	E. Veater	#	172
PO	Wharton	#	174
PO	Figge	#	136
PPO	Aikey	#	163

William E. Smith  
Chief of Police



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

TYPE

SPECIAL

EFFECTIVE DATE

4/29/94

NUMBER

94-042-20

SUBJECT

## TRAINING ASSIGNMENT

DISTRIBUTION CAPTS. PERELMAN & GROSS; LTS. MCCLAIN, VANGREEN, RESSLER, LISTER, STABLEY & DOWNING; INSP. ZEAGER; SGTS. BRUNNER, MEHRING, FELLS; CONCERNED PERSONS; TRAINING FILE; RECORDS; PERSONNEL

REFERENCE

SPECIAL INSTRUCTIONS

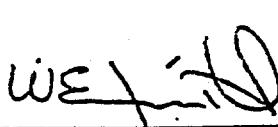
ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend the 90 minute Hazardous Materials update course, to be held at Northern Regional Police Department on Tuesday, July 26, 1994 from 1300-1430:

Sgt.	Swartz	#	66
Sgt.	Blemler	#	67
DIC	Thompson	#	82
POLC	Dacheux	#	162
POLC	Ford	#	181
POLC	Fuentes	#	101
POLC	Kohler	#	158
PO	Leppo	#	148
PO	Stambaugh	#	108
PO	Knauer	#	126
PO	Tschopp	#	129
PO	Santiago	#	161
PO	Behm	#	119

WE   
William E. Smith  
Chief of Police

MAY 04 1994



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

TYPE	EFFECTIVE DATE	NUMBER
SPECIAL	4/15/94	94-030-20

SUBJECT

# TRAINING ASSIGNMENT

DISTRIBUTION CAPTS. PERELMAN & GROSS; LTS. MCCLA  
VANGREEN, RESSLER, LISTER, & STABLEY & DOWNING  
INSP. ZEAGER; SGTS. FELLS, & MEHRING; CONCERNED  
PERSONS; TRAINING FILE; RECORDS; PERSONNEL

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. PAGES

The following personnel will attend the Police Cyclist  
Program to be held at HACC June 13-16, 1994 in room N-211.

PO1C	Barth	# 195
PO	Beveridge	# 134
PO	Daniels	# 199
PO	Tschopp	# 129
PO	Clarkson	# 187
PO	Behm	# 119
PO	J. Veater	# 172
PO	Hansen	# 177

William E. Smith  
Chief of Police

\* PO1C Barth: Please coordinate with daywork to, arange for  
transportation.



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

		TYPE	EFFECTIVE DATE	NUMBER
		SPECIAL	01/03/94	94-004-20
SUBJECT		DISTRIBUTION CAPTS. PERELMAN & GROSS; LTS. MCCLAIN, VANGREEN, RESSLER, LISTER, & STABLEY; INSP. ZEIGLER; SGTS. SWARTZ & MEERING; CONCERNED PERSONS; TRAINING FILE; RECORDS; PERSONNEL		
REFERENCE		SPECIAL INSTRUCTIONS		
ENCLOSURE		RE-EVALUATION DATE		NO. PAGES

The following personnel will attend 1994 MPOETC Mandatory In - Service training, to be held June 8 and 9, 1994 at the Northern Regional Police Department from 0800-1600 daily.

6/8/94 34914 Legal Updates  
 6/8/94 34915 Officer Safety Awareness IV  
 6/9/94 34916 Report Writing Made Easy

Lt.	Stabley	#	22	PO	Kling	#	168
Sgt.	Hill	#	53	PO	T. Ross	#	194
POLC	Beck	#	130	PO	Behm	#	119
POLC	Concepcion	#	125	PO	Hansen	#	177
DLC	Daryman	#	83	PO	Buchkoski	#	145
Det	Follmer	#	124	PO	Koltunovich	#	189
Det	Seiffert	#	115	PO	S. Ross	#	141
PO	Wagner	#	198				

*WE* *1/20*  
 William E. Smith  
 Chief of Police



POLICE DEPARTMENT

SPECIAL

9/07/93

93-098-20

JECT	DISTRIBUTION CAPTS. PERELMAN & GROSS; LTS. MCCLAIN, VANGREEN, RESSLER, LISTER, & STABLEY; INSP. ZEAG SGT. SWARTZ & MEHRING; CONCERNED PERSONS; TRAINING FILE; RECORDS; PERSONNEL	
ERENCE	SPECIAL INSTRUCTIONS	
OSURE	RE-EVALUATION DATE	NO. PAGES

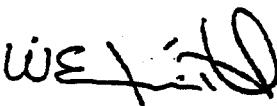
The following personnel will attend 1993 Fall Firearms Qualification to be held Thursday September 09, 1993 at the County FOP Range on Indian Rock Dam Road. Note there are 2 separate training blocks listed below. All persons are to bring their firearms duty equipment and duty ammo. We will complete qualifications in the State pistol and shotgun courses, the YCPD pistol course, clay target shooting, and there will be some firearms skill development shooting. Your Glocks will be stripped for cleaning and an update kit will be installed in your gun at this time.

0700 HOURS to NOON

Lt.	McClain	# 20
PO1C	Dacheux	# 162
PO1C	Beck	# 130
D1C	Daryman	# 83
Det.	J. McBride	# 171
PO	Good	# 151
PO	Wagner	# 198
PO	B. McBride	# 167
PO	George	# 123
PO	Behm	# 119
PPO	Figge	# 136

NOON - 1700 HOURS

Lt.	Vangreen	# 24
D1C	Williams	# 81
Det.	Follmer	# 124
PO	Bricker	# 190
PO	Stambaugh	# 108
PO	Levinsky	# 183
PO	Kling	# 168
PO	Santiago	# 161
PO	Clarkson	# 187
PO	R. Hill	# 138



William E. Smith  
Chief of Police



SUBJECT	SPECIAL	7/2/93	93-080-20
TRAINING ASSIGNMENT	DISTRIBUTION CAPTS. PERELMAN & GROSS; LTS MCCLAIN VANGREEN, RESSLER, LISTER & STABLEY; INSP. ZE SGTS. BRUNNER, SWARTZ & MEHRING; CONCERNED PERSONNEL TRAINING FILE; RECORDS; PERSONNEL		
REFERENCE	SPECIAL INSTRUCTIONS		
ENCLOSURE	RE-EVALUATION DATE	NO. PAGES	

The following personnel will attend the 90 minute 1993 Hazardous Materials update training, to be held at Northern Regional Police Dept. on the following dates and times :

Tuesday July 13, 1993 1300 - 1430 hours :

Sgt. Swartz, PO1C Beck, PO1C Dacheux, PO1C Concepcion, D1C Daryman, Det. Follmer, PO Stambaugh, PO Hernandez, PO R. Hill

Tuesday July 13, 1993 1500 - 1630 hours :

Lt. McClain, PO1C Girling, PO1C Fuentes, PO1C Walker, PO1C Arnold, Det. Seiffert, PO Bricker, PO Kahley

Tuesday July 20, 1993 1300 - 1430 hours :

Lt. Downing, Lt. Stabley, Sgt. Stine, Sgt. Mehring, Det. Rohrbaugh, PO J. McBride, PO Wagner, PO Roberts, PO Bloss, PO Clarkson

Tuesday July 20, 1993 1500 - 1630 hours :

Sgt. Hill, D1C Thompson, PO Kling, PO B. McBride, PO Utley, PO T. Ross, PO Hansen, PO Markley

Tuesday July 20, 1993 2000 - 2130 hours :

Lt. Ressler, Lt. Lister, Sgt. Brunner, Sgt. Fells, PO1C Butler, PO1C Kohler, PO Lawson, PO Hose, PO Kleynen, PO George, PO Ward, PO Behm, PO Koltunovich, PO S. Ross, PO Poole

Tuesday July 27, 1993 1300 - 1430 hours :

Sgt. Conklin, D1C Williams, PO1C Brown, PO Good, PO Brewster, PO Muldrow, PO Beveridge, PO Pfeifer, PO Santiago

Tuesday July 27, 1993 1500 - 1630 hours :

PO1C Ford, PO Heist, PO Heilman, PO Leppo, PO Levinsky, PO Fetrow, PO Daniels, PO Knauer, PO Mincemoyer, PO Peddicord

Tuesday July 27, 1993 2000 - 2130 hours :

Sgt. Veseth, Sgt. Sullivan, Sgt. Blemler, PO1C Barth, PO J. Brown, PO Adams, PO Spence, PO Tschopp, PO Wentz, PO Searfoss, PO J. Veater, PO Buchkoski, PO Losty, PO E. Veater, PO Nicholas

*WE* *100*

William E. Smith  
Chief of Police



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SUBJECT	TYPE	EFFECTIVE DATE	NUMBER
TRAINING ASSIGNMENT	SPECIAL	03/01/93	93-046-2
REFERENCE	DISTRIBUTIONCAPTS. PERELMAN & GROSS; LTS MCCLAIN VANGREEN, RESSLER, LISTER & STABLEY; INSP. Z SGTS. BRUNNER, SWARTZ & MEHRING; CONCERNED PE TRAINING FILE; RECORDS; PERSONNEL		
ENCLOSURE	SPECIAL INSTRUCTIONS		
	RE-EVALUATION DATE	NO. PAGE	

The following personnel will attend 1993 MPOETC Mandatory In-Service Training on May 17 and 18, 1993 at Spring Garden Police Department. Hours of the complete training days will be 0800-1630 hours. This 2 day course update includes the following sections and topics :

- 34587 - Ethnic Intimidation and Legal Update
- 34588 - Case Preparation
- 34589. - Officer Safety Awareness III

Lt. Vangreen	# 24	PO Leppo	#148
Insp. Zeager	# 31	PO Kling	#168
Sgt. Conklin	# 52	PO Kahley	#106
PO1C Dacheux	#162	PO Spence	#122
PO1C Fuentes	#101	PO Ward	#133
Det. Rohrbaugh	#150	PO Behm	#119
Det. Follmer	#124		

*WE* *WES*  
\_\_\_\_\_  
William E. Smith  
Chief of Police

\*\*Note: Everyone in this class should have received confirmation by mail from HACC for this course. If you have not, contact Lt. Downing ASAP.

CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

SUBJECT	TYPE	EFFECTIVE DATE	NUMBER
TRAINING ASSIGNMENT	SPECIAL	-02/26/93	93-041-2
REFERENCE	DISTRIBUTION CAPTS. PERELMAN & GROSS; LTS MCCLAIN VANGREEN, RESSLER, LISTER & STABLEY; INSP. Z SGTS. BRUNNER, SWARTZ & MEHRING; CONCERNED PE TRAINING FILE; RECORDS; PERSONNEL		
ENCLOSURE	SPECIAL INSTRUCTIONS		
	RE-EVALUATION DATE	NO. PAGE	

The following personnel will attend 1993 Spring Firearms Qualification to be held Friday, May 14, 1993 at the County FOP Range on Indian Rock Dam Road. This training will occur from 0800-1600 hours. Bring your complete duty gun belt.

Capt.	Perelman	#	3
Sgt.	Sullivan	#	68
DIC	Williams	#	81
PO	Good	#	151
PO	Heilman	#	105
PO	Utley	#	179
PO	Wentz	#	176
PO	Behm	#	119
PO	Nicholas	#	131

William E. Smith  
Chief of Police



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

TYPE	EFFECTIVE DATE	NUMBER
SPECIAL	02/24/93	93-036-

SUBJECT  TRAINING ASSIGNMENT	DISTRIBUTIONCAPTS. PERELMAN & GROSS; LTS MCCLAI VANGREEN, RESSLER, LISTER & STABLEY; INSP. Z SGTS. BRUNNER, SWARTZ & MEHRING; CONCERNED PE TRAINING FILE; RECORDS;PERSONNEL	
REFERENCE	SPECIAL INSTRUCTIONS	
ENCLOSURE	RE-EVALUATION DATE	NO. PAG

The following personnel will attend in-service training on March 26, 1993 at the Lincoln Fire Company. CPR re-certification will begin at 0800 hours. CROWD CONTROL training will take place in the afternoon session until 1600 hours.

Sgt.	Conklin	# 52
Sgt.	Hill	# 53
PO1C	Beck	# 130
PO1C	Fuentes	# 101
PO1C	Butler	# 154
PO	Kling	# 168
PO	Roberts	# 146
PO	Hose	# 103
PO	George	# 123
PO	Searfoss	# 185
PO	Behm	# 119
*PEO	Enders	# 258

William E. Smith  
Chief of Police

SCHEDULED INSTRUCTOR FOR THIS DATE : Lt. Stabley  
\* CPR only



SPECIAL

10-07-92

92-10

SUBJECT

TRAINING ASSIGNMENT

DISTRIBUTION CAPTS. McMASTER, PERELMAN, LTS. McCALAIN, RESSLER, LISTER, VANG SGTS. BRUNNER, SWARTZ, MEHRING; PER CONCERNED PERSONS, RECORDS, TRAININ

REFERENCE

SPECIAL INSTRUCTIONS

ENCLOSURE

RE-EVALUATION DATE

NO. 1

The following personnel will attend Mandatory In Service Training at the Spring Garden Twp Police Department from 0800 hrs to 1600 hours on November 9 and 10, 1992 .

Lt.	Vangreen	#	24
Insp.	Zeager	#	30
PO1C	Walker	#	142
PO	Roberts	#	146
PO	A. Adams	#	184
PO	Kahley	#	106
PO	Spence	#	122
PPO	Behm	#	119
PPO	Veater	#	128
PPO	R. Hill	#	138
PPO	Koltunovich	#	189

William E. Smith  
Chief of Police



SUBJECT	TRAINING ASSIGNMENT		DISTRIBUTION CAPTS. McMASTER, PERELMAN, LTS. McCLAIN, RESSLER, LISTER, VANGRE SGTS. BRUNNER, SWARTZ, MEHRING; PERSON CONCERNED PERSONS, RECORDS, TRAINING
REFERENCE			SPECIAL INSTRUCTIONS
ENCLOSURE	RE-EVALUATION DATE		NO. PA

The following personnel are to report to the York County Firearms Range on Indian Rock Dam Road Wednesday, October 21, 1992 from 0800 hrs to 1600 hours for fall Firearms Training. Bring a writing utensil for note taking and all appropriate gun belt gear.

Lt.	Vangreen	# 24
PO1C	Barth	# 195
PO1C	Walker	# 142
PO	Stambaugh	# 108
PO	J. McBride	# 171
PO	Beveridge	# 134
PO	Kahley	# 106
PO	Hose	# 103
PPO	Behm	# 119
PPO	Markley	# 104
PPO	Poole	# 135

WE/ll  
 William E. Smith  
 Chief of Police



SUBJECT	SPECIAL	05/13/92	92-045
TRAINING ASSIGNMENT	DISTRIBUTION Capts. Smith, McMaster, Perelman Lts. McClain, Downing, Ressler, Vangreen; Sgts. Brunner, Swartz, Mehring; Training; Records; Personnel; Concerned Persons		
REFERENCE	SPECIAL INSTRUCTIONS		
ENCLOSURE	RE-EVALUATION DATE		NO. 2

The following personnel will attend a HAZ MAT First Responder course at Northern York County Regional Police Department on Wednesday, June 3, 1992.

1030 - 1430

Sgt. Sullivan, #68  
PO Sheesley, #180  
PO Knauer, #126  
PO Santiago, #161  
PPO Veater, #128  
PPO Behm, #119

1530 - 1930

Lt. Downing, #21  
D1C Williams, #81  
PO J. McBride, #171  
PO Kahley, #106  
PO Spence, #122  
PO Butler, #154  
PO M. Hose, #103  
PO Utley, #179  
PO T. Ross, #194  
PO Ward, #133

William M. Hose  
Chief of Police



CITY OF YORK, PENNSYLVANIA

POLICE DEPARTMENT

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SUBJECT	SPECIAL	03/20/92	92-02
TRAINING ASSIGNMENT	DISTRIBUTION Capt. Hose, Smith, McMaster; Lts. McClain, Perelman, Downing, Vangreen; Sgts. Ressler, Mehring, Training, Records; Personnel; Concerned Persons		
REFERENCE	SPECIAL INSTRUCTIONS		
ENCLOSURE	RE-EVALUATION DATE	NO.	

The following officers will report for CPR certification and Firearms Qualification on Fri., March 27, 1992 as follows:

CPR at the Mayor's Conference room at 0800 hrs. and Firearms Qualification at the County Firearms Range (Indian Rock Dam) at 1200 hrs.;

Capt. McMaster, #5  
 PO1C Fuentes, #101  
 PO Sheesley, #180  
 PO Levinsky, #183  
 PO J. McBride, #171  
 PPO Behm, #119  
 PO1C Girling, #173

Firearms Qualification at the County Firearms Range (Indian Rock Dam) at 0800 hrs. and CPR at the Mayor's Conference Room at 1200 hrs;

Sgt. Lister, #63  
 PO Good, #151  
 PO Roberts, #146  
 PO Bloss, #149  
 PO Lawson, #193  
 PO Kohler, #158  
 PPO Searfoss, #185  
 PO D. Leppo, #148

Range Instructors:

Sgt. Stine, #65  
 PO1C Girling, #163 (PM Only)  
 PO D. Leppo, #148 (AM Only)

CPR Instructors:

PO Fells, #157

William M. Hose  
 Chief of Police

CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

	TYPE	EFFECTIVE DATE	NUMBER
SUBJECT	SPECIAL	01/06/92	92-0
TRAINING ASSIGNMENT	DISTRIBUTION Capt. Hose, Smith, McMaster; Lt. McClain, Perelman, Downing, Vangreef; Sgts. Ressler, Swartz, Training, Records Personnel; Concerned Persons;		
REFERENCE	SPECIAL INSTRUCTIONS		
ENCLOSURE	RE-EVALUATION DATE		

The following officers will attend PR 24 and Pepper Mace Training at the Lincoln Fire Co. on Monday, January 13, 1991 from 0800 until 1600. Instructors for the PR 24 will be PO Arnold & Fetrow. POIC Barth & PO Blemler will instruct the Pepper Mace class.

PPO Veater, #128

PPO Behm, #119

PPO Freed, #136

PPO Hill, #138

PPO Heiser, #177

PPO Buchkoski, #145

PPO Koltunovich, #189

*W. M. Hose*

William M. Hose  
Chief of Police

Note: the officers assigned to this training should bring a towel



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

	TYPE	EFFECTIVE DATE	NUMBER
SUBJECT	SPECIAL	12/2/91	91-094
TRAINING ASSIGNMENT	DISTRIBUTION Capts. Hose, Smith, McMaster; Lts. McClain, Perelman, Downing, Vangreen; Sgts. Ressler, Swartz, Training, Records; Personnel; Concerned Persons;		
REFERENCE	SPECIAL INSTRUCTIONS		
ENCLOSURE	RE-EVALUATION DATE	NO. PA	

Probationary Police Officers Curtis D. Behm, #119 and John M. Veater, #128 will be assigned to Field Training as follows:

12/16/91 - 01/05/92 (3 weeks)	7PM-3AM
01/06/92 - 01/12/92 (1 week)	Detective Bureau
01/13/92 - 01/19/92 (1 week)	7AM-3PM
01/20/92 - 02/09/92 (3 weeks)	Community Police Squad
02/10/92 - 03/22/92 (6 weeks)	11PM-7AM
03/23/92 - 05/03/92 (6 weeks)	3PM-11PM

Probationary Police Officers Brian D. Freed, #136 and Randall S. Hill, #118 will be assigned to Field Training as follows:

12/16/91 - 12/22/91 (1 week)	Detective Bureau
12/23/91 - 12/29/91 (1 week)	7AM-3PM
12/30/91 - 02/09/92 (6 weeks)	3PM-11PM
02/10/92 - 03/01/92 (3 weeks)	7PM-3AM
03/02/92 - 03/22/92 (3 weeks)	Community Police Squad
03/23/92 - 05/03/92 (6 weeks)	11PM-7AM

William M. Hose  
Chief of Police



CITY OF YORK, PENNSYLVANIA  
POLICE DEPARTMENT

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NUMBER

88-001-03

SUBJECT	TYPE	EFFECTIVE DATE	NUMBER
Administration of Discipline	GENERAL	05/01/88	88-001-03
SUBJECT		DISTRIBUTION	
Administration of Discipline		All Police Personnel	
REFERENCE	(a) IACP <u>Managing for Effective Police Discipline</u> , pp. 159-183 (b) GenO 81-003-02 dtd 8/1/81 (c) GenO 79-004 dtd 2/14/79 (d) Section 111.06, <u>Investigations</u> , Administrative Code of the City of York (e) Section 121.04, <u>Rules &amp; Regulations</u> , ibid. (f) Section 145.05, <u>Manual of Rules</u> , ibid.	SPECIAL INSTRUCTIONS Cancel GenO 83-013-03	NO. PAG
		RE-EVALUATION DATE 05/01/89	7

## I. PURPOSE

To establish policies and procedures for the administration of discipline within this department.

## II. POLICY

The Chief of Police is responsible for the administration of discipline within this department. With the exception of oral and written reprimands and temporary relief from duty, all disciplinary actions must be taken or approved by the Chief Police. The following procedures will govern disciplinary procedures for all police officers and nonunion support personnel.

## III. PROCEDURES

### A. Penalties

The following penalties may be assessed against any member as disciplinary action:

#### 1. Docking of Pay

Any supervisor or commanding officer may send a member home to correct unsatisfactory personal appearance as defined in Rule B-38 of reference (b), and dock him or her for the time elapsed until he or she returns to duty.

#### 2. Oral Reprimand

Any supervisor or commanding officer may orally reprimand a subordinate. Such reprimands will be given in private and if they constitute counsellings sessions for 1st level offenses, must be noted on commanding officers' reports for future reference.

a. Reprimand shall be acknowledged by signatures, signed on the signature line, of recipient and supervisor.

EXHIBIT

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5/1/88

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- b. Any member found guilty of committing a 4th level offense will be punished by a suspension from duty of from six (6) to ten (10) working days without pay by the Chief of Police
- c. Any member found guilty of committing a 5th level offense will be punished by a suspension from duty for up to thirty (30) working days without pay.
  - (1) Suspension of a police officer in excess of ten (10) working days shall be by action of the City Council.
  - (2) Suspension of support personnel in excess of ten (10) working days shall be by the Chief of Police
- d. An officer under suspension, including summary suspension, will surrender his or her shield, identification card, and service revolver to the Chief of Police or his designated representative for the duration of the suspension. Support personnel under suspension will surrender their identification cards and any other indicia of authority

7. Dismissal

Any member found guilty of committing a 6th level offense may be punished by dismissal.

- a. Dismissal of a police officer shall be by action of the City Council.
- b. Dismissal of support personnel shall be by the Chief of Police.

8. Demotion

In addition to the above penalties, the Chief of Police may demote any superior officer or officer holding an exempt rank whose conduct as evidenced by being found guilty of a 3rd or higher level offense or continued unsatisfactory performance of duty as defined in Rule B-9, of reference (b) is not in keeping with the standards of leadership and/or performance of his or her rank.

- a. Superior officers holding permanent Civil Service rank may be demoted only after being found guilty by a Trial Board, unless they waive a Trial Board in favor of a hearing before the Chief of Police.
- b. Superior officers holding probationary or acting rank may be demoted to their permanent Civil Service rank after a hearing before the Chief of Police.

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(d) If no third member can be mutually agreed to within ten (10) working days by the appointees of the Police Chief and F.O.P. President, the third member will be picked by lot from the eligible names.

(2) Notification

All members selected to serve on the Trial Board will be contacted to determine their availability on the date set for the hearing. If any member is unable to serve, his or her name will be struck and a replacement selected in the same manner as prescribed in Section III, C-3, a, (1) above.

b. Scheduling

The Trial Board shall provide the charged member with timely notice of the date, time, and place of the hearing, which shall be not more than thirty working days from the date of the charges unless criminal charges are pending against the member, in which case the hearing may be postponed until the conclusion of the criminal trial. The charged member may, prior to the hearing date, request and receive one continuance of not more than twenty additional working days.

c. Counsel

Both the department and the member on trial may be represented by counsel. The member on trial will be advised by the Trial Board that he or she may select any member equal or senior in rank, with the exception of his or her supervisor or commanding officer, members of the Trial Board, or Police Chief to act as his or her counsel; or the member may have an attorney or other responsible individual represent him or her at no cost to the City. The member on trial will advise the Trial Board of his or her selection.

d. Right of discovery

Counsel for both the department and the member on trial shall provide opposing counsel with copies of all investigative reports, statements, photographs, and other material to be introduced at the hearing, and a list of all witnesses to be called.

e. Member's Duty Status

All members of the Trial Board, the charged member, and any members serving as counsel for the department or the charged member, shall report for the hearing in lieu of their regularly scheduled duty assignments on the date scheduled.

f. Evidence

Both the department and the member on trial will be given ample time to present evidence and argument with respect to the issues involved. The Trial Board will give effect to the rules of privilege recognized by law, and may exclude incompetent, irrelevant, immaterial, and unduly repetitious testimony. All relevant documents which either party desires to see shall be offered and made a part of the record.

	<b>TYPE</b>	<b>EFFECTIVE DATE</b>	<b>NUMBER</b>
<b>CITY OF YORK, PENNSYLVANIA POLICE DEPARTMENT</b>	General	01/29/99	99-001-002
<b>SUBJECT</b> Use of Force	<b>DISTRIBUTION</b> All Police Officers		
<b>REFERENCE</b>	<b>SPECIAL INSTRUCTIONS</b>		
<b>ENCLOSURE (1) Force Continuum</b>	<b>RE-EVALUATION DATE</b> 01/29/00		<b>NO. PAGES</b> 6

## I. POLICY

It is the policy of the York City Police Department that reasonable force is only that force necessary to effect lawful objectives. Reasonable and necessary force will be used by officers to control a situation to effect an arrest, overcome resistance to arrest or defend themselves or another from bodily harm. When the use of force is necessary, it should be in direct relationship to the amount of resistance employed against the officer or the immediate threat a person poses to the officer or another. The use of force will be progressive in nature and may be in the form of verbal, physical, less lethal, or lethal force. No officer will use unreasonable or excessive force toward any person. All sworn officers will be issued this policy, instructed in this policy and be required to demonstrate their proficiency in the use of agency authorized weapons including authorized firearms and less lethal weapons prior to being allowed to carry such weapons.

## II. PURPOSE

This policy establishes guidelines and procedures to be used by officers of the Department whenever a use of force is required.

### III. A. Less Lethal Force

1. A police officer is justified in the use of force to effect lawful objectives he/she believes necessary to:
  - a. Effect an arrest or overcome resistance to arrest
  - b. Defend himself or another against the use of force
  - c. Control persons who are dangerous to themselves or others
2. The force used should be progressive in nature and shall include verbal force, physical force, the use of less lethal weapons, or any other means at the officer's disposal, provided they are reasonable under the circumstances.
  - a. Verbal Force--warnings, advice and persuasion, voice volume and tone control
  - b. Physical Force--actual physical bodily contact with a person and forcibly subduing a person until resistance is overcome, excluding weapons or objects. Officers will not use physical force in excess of that necessary and reasonable to overcome resistance.

- c. Less lethal weapons- any weapon so designed that when deployed there is a less likely chance of death / serious bodily injury. Less Lethal Weapons may be appropriate when verbal and physical force would be or would have been ineffective or inappropriate.
- 3. Whenever an officer uses force other than verbal, a Use of Force report will be submitted as outlined in this policy.
- 4. Officers shall ensure that prompt medical attention is provided to all persons in need of medical assistance.

## B. Lethal Force

- 1. An officer may use deadly force only when the officer reasonably believes that the action is in defense of human life. This would include the officers own life or in defense of any person in immediate danger of serious physical injury.

### Definitions:

Reasonable belief -The facts or circumstances the officer knows, or should know are such as to cause an ordinary and prudent person to act or think in a similar way under similar circumstances

Serious Physical Bodily Injury-A bodily injury that creates a substantial risk of death; causes serious, permanent disfigurement; or results in long term loss or impairment of the functioning of any bodily member or organ.

- 2. Fleeing Felon-an officer is justified in using deadly force to prevent a person fleeing from arrest or police custody when the officer believes no other alternative exists to effect the arrest and reasonably believes that:
  - a. The person fleeing possesses a deadly weapon which they have used or indicates they will use or,
  - b. Presents an immediate risk to the community and immediate apprehension and needed to preserve community safety or,
  - c. The person fleeing has committed or attempted to commit a forcible felony. The forcible felony is a felony involving actual or threatened serious bodily injury. Forceable felonies are:
    - 1. Murder
    - 2. Voluntary Manslaughter
    - 3. Arson endangering persons
    - 4. Aggravated assault causing serious bodily injury.

4. All sworn officers will be required to successfully complete a training and qualifications course twice a year as prescribed in separate general orders concerning firearms/shotguns.
5. Specialized weapons - The Department has in its possession certain specialized weapons, such as rifles, automatic weapons and tear gas. Only properly trained and authorized officers will be permitted to possess and use these weapons. Those weapons will be used in accordance with established departmental procedures

**E. Less Lethal Weapons**

1. While on duty, officers will only carry and use those less lethal weapons authorized and issued by the department.
2. The baton / PR-24 / Asp will be the authorized and issued baton. Officers will receive training and certification for this weapon.
3. The baton / PR-24 / Asp may be used to subdue an assailant and/or to defend the officer or another from attack.
4. Officers will not intentionally direct blows to a subject's head or other lethal areas unless deadly force is warranted, nor will the baton / PR-24 / Asp be used to strike a handcuffed subject. Use of the baton / PR-24 / Asp will be in accordance with departmental guidelines.
5. Officers will be issued and authorized to carry oleoresin capsicum spray, (OC spray) in aerosol containers.

**F. Reporting Procedures:** Whenever an officer discharges a firearm, other than in training or for recreational purposes, a written report shall be submitted in accordance with the following procedure:

**1. No Injury or Death**

- a. The officer discharging the firearm will immediately notify the shift supervisor whether on or off duty.
- b. The officer will submit the required incident report, explaining the details of the discharge to their Division Commander through the chain of command, prior to the end of their tour of duty. Off duty officers will report to Headquarters immediately after the incident to submit the report.
- c. The Division Commander will review and forward the reports with appropriate written comments to the Police Commissioner. Copies of the reports will be forwarded to Inspectional Services and the Professional Development Division.

2. Causing Injury or Death

- a. The officer discharging the firearm will immediately notify the shift supervisor. The shift supervisor will notify the Division Commander or the Officer in Charge. The Division Commander or Officer In Charge will notify the Police Commissioner and Inspectional Services.
- b. An Investigator will be assigned from the Investigative Services Division to assist in the investigation. The Investigator will submit a follow up report of the incident to the Operations Commander.
- c. Inspectional Services will conduct a separate investigation. Inspectional Services will not inhibit any criminal investigation taking place.
- d. Investigating officers will follow the established procedures regarding crime scenes, evidence collection and investigation. The officer will be taken immediately to Headquarters where the investigation will occur according to GO 89-001-03 III. C. 3. Interview of Members under Investigation. If the officer discharging the weapon is incapacitated the shift supervisor will file the necessary reports to the Operations Commander.

G. Reporting Procedures -Use of Force (Physical Force and Less Lethal Weapon)

1. Whenever an officer takes an action that results in the use of physical force, or is alleged to have resulted in injury of another person; and/or applies force through the use of less lethal weapons, the following procedure will apply:
  - a. The officer will immediately notify the shift supervisor. The supervisor will determine if Investigative Services should be notified.
  - b. An Investigator from Investigative Services will be assigned in the investigation and to prepare charges if needed.
  - c. The officer will complete the necessary reports detailing the use of force and the reasons for use and submit it to supervisor prior to the end of his tour of duty. If the officer is incapacitated the shift supervisor will file the necessary reports.
  - d. The shift supervisor will review the report, notify the Operations Commander and forward all reports to him.
  - e. The Operations Commander will review the reports and forward them to the Police Commissioner whenever an internal investigation is deemed appropriate.

H. Shooting Review Team

1. GO 83-005-14 will govern this aspect of the use of force wherein firearms are used.

I. Use of Force Resulting in Death or serious Physical Injury

1. An officer involved in an incident where the use of force resulted in a death or serious physical injury will be assigned to administrative duty or given administrative leave pending a complete investigation and review of the incident. This duty or leave will not be considered discipline taken against the officer, but rather relieving the officer from field duty while undergoing the emotional stress of having used deadly force.
2. A Psychologist interview is mandatory for all officers involved in a deadly force incident for consultation and/or treatment.
3. The period of time spent on administrative duty or leave will be determined by the Police Commissioner, upon the recommendation of the psychologist.

**YORK CITY POLICE DEPARTMENT**

**USE OF FORCE REPORT**

Lethal \_\_\_\_\_ Less- Lethal \_\_\_\_\_ UF Report # \_\_\_\_\_

DATE OF INCIDENT: TIME:

SUBJECT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

DOB \_\_\_\_\_ AGE \_\_\_\_\_ SEX \_\_\_\_\_ RACE \_\_\_\_\_ HT \_\_\_\_\_ WT \_\_\_\_\_

SS# \_\_\_\_\_ ARRESTED: Y N CHARGES \_\_\_\_\_

LOCATION:

ARRESTING OFFICER \_\_\_\_\_

WEAPON USED:

Subject injured during police contact? Y N

Describe injuries:

Treatment Provided: Y N Reason:

Transported to: Transported by:

Treatment by: Dr. Nurse

Subject admitted to Hospital: Y N Treated and Released: Y N

Refused Treatment: Y N Witness Name and Title: \_\_\_\_\_

Photos: Officers \_\_\_\_\_ Subject \_\_\_\_\_ Scene \_\_\_\_\_ Other \_\_\_\_\_

Photo / Prints to be delivered to:

Radio tape requested by supervisor: Y N

Witnesses and addresses:

Officers on scene: List if on / off duty

Supervisors on scene:

Supervisors on duty:

**NARRATIVE**

Describe the incident including the resistance used, behavior, conduct and verbal statements by the suspect. Describe the officer's specific techniques / countermeasures used, eg: verbal directions, OC spray, impact weapons and the reason why the specific tactics were used.

Reporting Officer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Shift Commander Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Division Commander Signature: \_\_\_\_\_ Date: \_\_\_\_\_